



## **CITY OF CEDAR HILL**

### **NOTICE OF ENTRY LEVEL FIREFIGHTER EXAM**

**Written: Monday, October 24, 2011 (8:00am)**

**Physical Ability Test: Thursday, October 27, 2011 (8:00am)**

**Friday, October 28, 2011 (8:00am)**

**The City of Cedar Hill is currently accepting applications for the Firefighter/Paramedic position.**

Minimum qualifications:

- 21 years of age by closing date
- High school diploma/GED
- Valid Class B driver's license or ability to obtain within six months of hire
- Minimum certification **required**:
  - Texas Commission Fire Protection Basic Structure Fire Certification with Texas Department of State Health Services EMT Certification
  - OR**
  - National Registry Paramedic Certification or Texas Department of State Health Services Paramedic Certification
- Honorable discharge required if ever in military

**Closing Date: 11:59 PM Wednesday, October 12, 2011**

**Application and required documents must be on file in Human Resources by closing date and time. Do not submit any paperwork to the Fire Department.**

Starting salary is \$39,780 while in CHFD orientation and Field Training Program. Once this training is completed the salary increases to \$42,060(Step A)

- Incentive pay for Paramedic is \$900 annually
- Certificate/education pay up to \$1200 annually.

**REQUIRED ATTACHMENTS TO APPLICATION: Applicants must submit clean, clear copies of the following documents with application:**

The following certifications:

- Texas Commission Fire Protection Basic Structure Fire Certification and Texas Department of State Health Services EMT Certification
- OR**

- National Registry Paramedic Certification or Texas Department of State Health Services Paramedic Certification
- High School Diploma or GED
- Physical ability claim release, signed and notarized (found on front page of city website under Popular links)
- Proof of Honorable Discharge if ever in the military(DD214 copy 4)
- Copy of Driver's License

Do not attach resumes, certificates, reference letters, or any other information not specifically requested.

Minorities/women are encouraged to apply. For requirements and application packet, go to [www.cedarhilltx.com](http://www.cedarhilltx.com), or visit the official Fire Department website at [www.cedarhillfire.net](http://www.cedarhillfire.net). You may also pick one up at 285 Uptown Blvd Cedar Hill, TX 75104 or call 972-291-5100 x 1050.

*In compliance with the Americans with Disabilities Act, the City of Cedar Hill will make every reasonable effort to accommodate your needs. For any special requests, please call Tracey Tso at 972-291-5100, ext. 1053.*

The City of Cedar Hill is an Equal Opportunity Employer and does not unlawfully discriminate on the basis of race, sex, color, religion, national origin, veteran status, age, or disability in hiring, conditions, or termination of employment. Final applicants for employment with the City of Cedar Hill are subject to drug testing.

### **The City of Cedar Hill is an Equal Opportunity Employer**

## **EMPLOYMENT STEPS**

1. Application form with all required documents by deadline
2. Written Test
3. Physical Ability Test
4. Oral Interview Panel
5. Thorough and extensive background investigation
6. Chief's Interview
7. Chief's conditional job offer
8. Psychological and polygraph test
9. Physical Exam, HPE (Human Performance Evaluation), and drug test
10. Chief's final job offer with starting date.

The applicant must achieve and maintain the Paramedic and Fire Certifications prescribed by the Department in order to remain employed. **Do not expect to test if you haven't submitted all required documents.** Documents will not be accepted at the test site. Do not attach resumes, certificates, reference letters, or any other information not specifically requested.

APPLICANTS MAY BE REJECTED FOR EMPLOYMENT AT ANY POINT IN THE SCREENING PROCESS. Any misrepresentation or omission in the application or other forms will be grounds for rejection or dismissal.

## **BENEFITS**

The City of Cedar Hill provides, at no cost to employees:

- ▶ medical
- ▶ dental
- ▶ life
- ▶ long-term disability insurance

Dependents may be covered on medical and dental insurance, **currently only \$212.41 per month!** All employees are covered by workers compensation for injuries sustained in the line of duty.

Cedar Hill participates in the Texas Municipal Retirement System (TMRS). Employees contribute 7% of their salary and are matched two to one by the city, vest in only five (5) years, and have the option of 20-year retirement, **any age**. [www.tmr.org](http://www.tmr.org)

A deferred compensation plan, through ICMA, is offered to employees as a supplemental retirement plan for those who wish to contribute extra funds and control where those funds are invested. [www.icmarc.org](http://www.icmarc.org). The City of Cedar Hill also participates in Social Security.

Cedar Hill employees receive:

- ▶ Bereavement leave
- ▶ Longevity pay
- ▶ Direct deposit
- ▶ 10.5 holidays per year
- ▶ 12 day's vacation leave 1st year, 15 days thereafter
- ▶ Excellent Tuition Reimbursement program
- ▶ Jury duty leave
- ▶ Certification pay / education pay
- ▶ Uniforms
- ▶ 12 days sick leave per year

The City of Cedar Hill Fire Department is looking for qualified hard working individuals to join our team. We are an innovative, growing department and our firefighters are equipped with the latest in high-tech firefighting equipment. If you are interested in a challenging and rewarding career with a fast growing North Texas city, we invite you to apply.

## **City of Cedar Hill** **Firefighter Testing Information Sheet**

### **Minimum Requirements**

1. Must be 21 years of age by closing date
2. Good moral character & stable employment history
3. Applicant must be a high school graduate or GED equivalent
4. Applicant must not be on probation or under indictment for any criminal offense

5. Applicant must possess the Texas Commission Fire Protection Basic Structure Fire Certification and Texas Department of State Health Services EMT Certification **OR** National Registry Paramedic Certification
6. Applicant must possess a valid Class B driver's license or be able to obtain within six months from hire date and have an acceptable driving record. Unacceptable driving records shall be determined as follows:
  - a) Three or more accidents (avoidable) in the last three years, or
  - b) One or more Type A violations in the last five years, or
  - c) Any combination of accident and Type B violations that equal four or more incidents in the last three years

Type A Violations include:

- I. Driving while intoxicated
- II. Driving under the influence of drugs or controlled substances
- III. Involuntary manslaughter or criminally negligent homicide arising out of the use of a motor vehicle
- IV. Operating a motor vehicle during a period of driver's license suspension
- V. Using a motor vehicle for commission of a felony
- VI. Aggravated assault with a motor vehicle
- VII. Operating a motor vehicle without the owner's permission
- VIII. Permitting an unlicensed person to drive a motor vehicle
- IX. Reckless driving
- X. Contest of speed
- XI. Hit and run, bodily injury and/or property damage

Type B Violations Include:

**All moving motor vehicle driver violations not listed as Type A**

*The City of Cedar Hill, Texas is an Equal Opportunity Employer. **This facility is wheelchair accessible. Handicapped parking spaces are available. Requests for sign interpretative services, or other accommodations must be made 48 hours ahead of test dates. To make arrangements, call 972-291-5100 Ext 1053.***



**CITY OF CEDAR HILL  
FIRE DEPARTMENT  
PHYSICAL ABILITY TESTING - CLAIMS RELEASE  
TEST DATE: Thursday, October 27, 2011**

**WHEREAS,** \_\_\_\_\_, who  
resides at \_\_\_\_\_

desires to seek employment with the Fire Department of the City of Cedar Hill, TX and in  
connection must successfully complete physical ability testing given by the Fire Department; and,

**WHEREAS,** said Ability Testing is given to applicants for employment by the City of Cedar  
Hill, TX;

**NOW, THEREFORE, I,** \_\_\_\_\_, for the sole  
and only consideration of being considered by the City of Cedar Hill as an applicant for  
employment by the Fire Department, do release and forever discharge the City of Cedar Hill, its  
agents, servants and causes of action which I might have against the City of Cedar Hill as a result  
of any injury sustained taking said Physical Ability Testing. I am thoroughly familiar with the  
type of exercise and physical ability and capacity necessary in order to attempt to pass said testing  
and I hereby request that I be given an opportunity to take same and assume all risk INCIDENT  
thereto.

Fire Applicant  
\_\_\_\_\_

**THE STATE OF TEXAS  
COUNTY OF \_\_\_\_\_**

**BEFORE ME,** the undersigned authority, a Notary Public in and for said County and State, on  
this day personally appeared \_\_\_\_\_, known to  
me or proved to me to be the person whose name is subscribed to the foregoing instrument, and  
acknowledged to me that he/she has read and fully understands said release of liability and that  
he/she executed the same for the purposes and consideration therein expressed.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_\_ day of  
\_\_\_\_\_, 2011**

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Notary Public in and for  
County, Texas

Commission Expires:

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